



## Park/Facility Permit Application

FLATHEAD COUNTY PARKS AND RECREATION  
309 FFA Drive - Kalispell, MT 59901  
406.758.5800; FAX: 406.758.5888

<b>PARK NAME:</b>		
Date(s) Requested – <i>must include set-up and take down time/days.</i>		
From: _____ To: _____		
Specify areas of park & time:		
_____	From: _____ am/pm	To: _____ am/pm
_____	From: _____ am/pm	To: _____ am/pm
_____	From: _____ am/pm	To: _____ am/pm
<b>EVENT:</b>		
Description		
Open to Public?	Admission Charge \$	Participants/Spectators #
Food/Beverage/Goods/Services – Provider Name & Telephone		
Items/Structures Brought to Park		
<b>NAME/CONTACT:</b>		Phone
Organization Name		Cell Phone
Address		Other Phone
City/State/Zip Code		
Email		
<b>RATE (see worksheet on reverse)</b>		<b>OFFICE USE ONLY</b>
\$ _____ Security Deposit		_____ Facility Rental Agr
\$ _____ Group Fee		_____ Calendar
\$ _____ Other Fees		_____ Cert Ins/Add'l Ins
\$ _____ Total Amount Due		_____ Copy Park Officer
		_____ Health Dept Lic
		_____ Copy Mailed
		_____ Key Check Out
		_____ Key Return
<p>I certify that the information contained herein is true and correct. I agree to abide by the Flathead County Special Events Requirements, the Facility Rental Agreement and stipulations of the Permit. Rental is on a first-come first-served basis and dates are reserved by submitting a Permit Application, Facility Rental Agreement, and Security Deposit. Remaining fees and a Certificate of Insurance naming Flathead County as Additional Insured are due 20 business days prior to the event.</p> <p><b><i>Please bring an approved copy of this document to the event.</i></b></p> <p>Applicant Signature: _____ Date: _____</p> <p>Flathead County Signature: _____ Date: _____</p>		

Group Size	Daily Fee	6am–2pm or 2pm–10pm	
		Half Day Fee	Security Deposit
Under 30	\$100	\$50	\$50
30 – 50	\$200	\$100	\$100
51 – 100	\$300	\$150	\$150
101 – 200	\$400	\$200	\$200
201 – 300	\$500	\$225	\$250
301 – 400	\$600	\$250	\$300

  

**Group Fees**

\$\_\_\_\_\_ Security Deposit

\$\_\_\_\_\_ Group Fee # Days \_\_\_\_\_ @ \$\_\_\_\_\_ Per Day

\$\_\_\_\_\_ Set-Up and/or Take-Down/Clean-Up

\$\_\_\_\_\_ Sub-Total

**Other Fees: Herron Park**

\$\_\_\_\_\_ # Campsites \_\_\_\_\_ x #Days \_\_\_\_\_ @ \$10

\$\_\_\_\_\_ # Stalls \_\_\_\_\_ x # Days \_\_\_\_\_ @ \$10

\$\_\_\_\_\_ Sub-Total

**Other Fees: Volunteer Park**

\$\_\_\_\_\_ Mattson Pavilion \$50 – 8 picnic tables, capacity 75

\$\_\_\_\_\_ Chautauqua Pavilion \$25 – 2 picnic tables

\$\_\_\_\_\_ Lacon Pavilion \$25 – 2 picnic tables

\$\_\_\_\_\_ Sub-Total

**Other Fees:**

\$\_\_\_\_\_

**\$\_\_\_\_\_ Grand Total**

  

**Payments / Date / Cash / Check / Credit Card**

\$ \_\_\_\_\_

\$ \_\_\_\_\_

\$ \_\_\_\_\_

\$ \_\_\_\_\_

\$ \_\_\_\_\_